

## NOTICE TO BIDDERS

Notice is hereby given that SEALED BIDS will be received:

BY AND AT: The Board of School Trustees  
South Madison Community School Corporation  
ATTN: Ken McCarty  
203 South Heritage Way  
Pendleton, IN 46064

FOR: **Bid Package #1 – East Elementary Roofing Replacement**  
**Bid Package #2 – Pendleton Heights High School Roofing Replacement**

UNTIL: **Bids are due 1:00 PM, local time, Thursday, August 1, 2024**

PROJECT LOCATIONS:	East Elementary School 893 US-36 Pendleton, Indiana 46064	Pendleton Heights High School 1 Arabian Drive Pendleton, Indiana 46064
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RECEIPT OF BIDS: There will two (2) separate bids on two (2) separate bid forms for each bid package. Bids received after the designated day and time listed above will be returned unopened. Any postal/courier service is the agent of the Bidder. Bids are to be submitted on the Bid Form as provided in the Project Manual and on Indiana State Board of Accounts Form No. 96 (revised 2013) as required by the statutes of the State of Indiana. Bidders shall also submit financial data and a properly signed Affidavit of Non-Collusion as required by Form No. 96. Bids shall be submitted in a sealed envelope, marked with the name and address of the bidder, and clearly identified as follows:

**Bid Package #1 – East Elementary Roofing Replacement**

**Bid Package #2 – Pendleton Heights High School Roofing Replacement**

**Combination Bid of Bid Packages #1 and #2**

BID OPENING: Each bid will be opened in public and read aloud in the Board Room at the Administrative Services Center, 203 South Heritage Way, Pendleton, IN 46064, by the Owner on **Thursday, August 1, 2024 at 1:00 PM local time**. Deliver Bid in a sealed envelope showing the project name and Bidder's name and address.

PRE-BID MEETING: A pre-bid meeting for interested parties will be held on **Thursday, July 25, 2024, at 1:00 PM at East Elementary School**. The meeting will include with an opportunity to tour the roof. Immediately following the conclusion of the tour at East Elementary, a tour will be held at Pendleton Heights High School. To arrange site visits after this meeting, contact Nathan Hall, email: [nhall@smcsc.com](mailto:nhall@smcsc.com), phone: (765) 623-1882.

### CONTRACT TYPE:

Project will be constructed under a Single Prime Contract with bids received on a lump sum basis. Each proposal shall include all labor, material, and services necessary to complete the project in full accordance with the Construction Drawings and Project Manual. Prime bidders and their subcontractors must be certified and in compliance with the Indiana General Assembly's House Enrollment Act #1019.

Where trade names, brand names, or manufacturer's names are used in the Project Manual, it is for the purpose of establishing kind and quality and not for the purpose of limiting competition. Bidders may offer items or materials equal in quality and having the same durability and efficiency if the Bidder first receives written approval from the Architect/Engineer prior to the date and time of the Bid Opening and complying with requirements indicated in Document 00 21 00, "Instructions to Bidders." The Bidder shall identify such substitutions by name, kind, and type with the Bid.

A contract will be awarded to the lowest responsible and responsive bidder, complying with the conditions of the Instructions to Bidders and Advertisements for Public Bids. The Owner, however, reserves the right to reject any and all bids, and waive any informalities, discrepancies, omissions, variances, or irregularities in bids received in its sole discretion. If a contract is awarded, it will be to the "lowest responsible and responsive bidder" in accordance with Indiana's Public Work Projects Act, Indiana Code 36-1-12. The bidder agrees to hold open its bid for a minimum of sixty (60) days from the date of the bid opening.

**BID DOCUMENTS:**

Interested Prime Bidders may obtain electronic Bidding Documents at no cost from Eastern Engineering, <http://distribution.easternengineering.com> All other bidders may purchase electronic or printed sets directly from Eastern Engineering, 9901 Allisonville Road, Fishers, IN 46038, 1-866-884-4115.

Any questions concerning this project shall be directed to CSO Architects, 317-848-7800. Contact Lauren Maloney, [lmaloney@csoinc.net](mailto:lmaloney@csoinc.net) or Brad Krohn, [bkrohn@csoinc.net](mailto:bkrohn@csoinc.net).

**BID DOCUMENTS - REVIEW:**

Construction will be in accordance with the bid documents, which may be viewed at the following locations, as well as local plan rooms:

CSO Architects  
8831 Keystone Crossing  
Indianapolis, Indiana 46240  
317-848-7800

Eastern Engineering  
9901 Allisonville Road  
Fishers, IN 46038  
866-884-4115

**BID SECURITY:** Each bid shall be accompanied by a bid security for five percent (5%) of the base bid in the form of a certified check or a bid bond. Bid bonds shall be executed by the bidder and a surety company qualified to do business in the State of Indiana. The check or bid bond shall be made payable to South Madison Community School Corporation. Should a successful Bidder withdraw the bid, or fail to execute a satisfactory Contract, the Owner may then declare the Bid deposit forfeited as liquidated damages.

**PERFORMANCE BOND AND LABOR AND MATERIAL PAYMENT BOND:**

The successful bidder shall, upon acceptance of his bid, be required to procure and pay for a 100% Performance Bond/Labor and Material Payment Bond in the amount equal to the contract price, and such bond shall comply with all laws of the State of Indiana governing public contracts let by governmental units.

**END OF NOTICE TO BIDDERS**